## UNITED STATES DISTRICT COURT FOR THE DISTRICT OF COLUMBIA

FOR THE	DISTRICT OF COLUMBIA
	- ) )
v.	) Civil Action No.
Defendant	_ ) _ )
	,
SUMMO	ONS IN A CIVIL ACTION
To: (Defendant's name and address)	
A lawsuit has been filed against you.	
-	
serve on the plaintiff an answer to the attached	mmons on you (not counting the day you received it) you must d complaint or a motion under Rule 12 of the Federal Rules of
Civil Procedure. The answer or motion must laddress are:	be served on the plaintiff or plaintiff's attorney, whose name and
If you fail to respond, judgment by deficomplaint. You also must file your answer or	ault may be entered against you for the relief demanded in the
complaint. Tou also must me your answer or	motion with the court.
	ANGELA D. CAESAR, CLERK OF COURT
Date:	Signature of Cloub on Donata Cloub
Date:	Signature of Clerk or Deputy Clerk

FOIA Summons (1/13) (Page 2)

Civil Action No.

## PROOF OF SERVICE

(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (l))

was re	This summons for (nan ceived by me on (date)	ne of individual and title, if any)				
	☐ I personally served	the summons on the individual a	-			
			on (date)	; or		
	☐ I left the summons	left the summons at the individual's residence or usual place of abode with (name)				
	(1 )	, a person of suitable age and discretion who resides there,				
	on (date), and mailed a copy to the individual's last known address; or					
	☐ I served the summons on (name of individual)					
	designated by law to accept service of process on behalf of (name of organization)					
			on (date)	; or		
	☐ I returned the sumn	nons unexecuted because			; or	
	☐ Other ( <i>specify</i> ):					
	My fees are \$	for travel and \$	for services, for a total of \$			
	I declare under penalty of perjury that this information is true.					
_						
Date:		-	Server's signature			
			Printed name and title			
			Server's address			

Additional information regarding attempted service, etc: